

**State of Connecticut
Commission on Human Rights and Opportunities
Regular Commission Meeting
Legislative Office Building – Rm 1A
Hartford, CT 06106
Wednesday, June 14, 2017
2:00 p.m.**



Regular Commission Meeting Minutes

Commissioners Present

Cherron Payne, Chairperson
Edward Mambruno, Secretary
Lisa Giliberto
Andrew Norton
Edith Pestana
Joseph Suggs
Nicholas Kapoor

Commissioners Absent

Shuana Tucker

Staff Present

Tanya Hughes, Executive Director
Emily Melendez, AAG
Monica H. Richardson, Executive Secretary

Cheryl Sharp, Deputy Director
Donna Wilkerson Brilliant, Regional Manager
Michelle Dumas Keuler, Commission Counsel III

I. Chairperson: Cherron Payne, Presiding

The meeting was convened at 2:10 p.m. by Chair Cherron Payne.

II. Secretary: Edward Mambruno

A motion was made by Commissioner Pestana to approve the Minutes of the May 10, 2017 Regular Commission Meeting. It was seconded by Commissioner Suggs. The vote was: Yes (5), No (0), and Abstentions (0). The motion carried.

III. Affirmative Action Recommendations – Vote Required

The following plans were presented by Deputy Director Cheryl Sharp: Capitol Community College, Charter Oak State College, and CT State Library.

A. Staff Recommendations: **Approval**

1. **Capital Community College**

Representing the agency was Rita Kelly, EEO Officer and Josephine Agnello-Velez, Director of HR. Ms. Kelly extended apologies for Dr. Wilfredo Nieves whose attendance was required at a budget related meeting.

The plan was recommended for **approval** based on compliance with the following: It contained all elements required; the agency demonstrated good faith efforts to achieve its goals; the agency did not meet or substantially meet all of its hiring goals at 38.5%. The promotion goals were not established in the prior filing and program goals were met at 100% for this filing period. They did not have deficiencies in the prior plan review.

The filing history is as follows: 2009 (Disapproved); 2010, 2011, 2013 and 2015 (Approved).

A motion was made by Commissioner Mambruno and seconded by Commissioner Pestana to **approve** the plan of Capital community College and retain biennial filing status. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

2. **Charter Oak Community College**

Representing the agency were President Ed Klonoski and Ms. Rowena McGoldrick, Assoc. Manager of Personnel.

The plan was recommended for **approval** based on compliance with the following: It contained all elements required; the agency demonstrated good faith efforts to achieve its goals. The agency did not meet all or substantially meet all of its hiring goals at 47%. There are no promotion goals and all of the program goals were met at 100% for this filing period.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 72.8% goal achievement for the SBE and 83.9% for the MBE.

The five-year filing history is as follows: 2011 (Conditionally Approved), 2012, 2014, 2015, (Approved). They were recommended to retain their annual filing status.

A motion was made by Commissioner Norton and seconded by Commissioner Suggs to **approve** the plan and to retain annual filing status of Charter Oak State College. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

3. Connecticut State Library

Representing the agency was Kendall F. Wiggin, CT State Librarian, Robert Kinney, Outreach Services Librarian, and Dorian Lord, EEO Specialist.

The plan was recommended for **approval** based on compliance with the following: It contained all elements required; the agency demonstrated good faith efforts to achieve its goals; the agency did not meet or substantially meet all of its hiring goals at 0%. There were no promotions that occurred during this reporting period and program goals were met at 100% for this filing period. They did not have deficiencies in the prior plan review.

The filing history is as follows: 2009, 2010, 2011 and, 2013 and 2015 were Approved.

A motion was made by Commissioner Giliberto and seconded by Commissioner Mambruno to **approve** the plan of the Connecticut State Library. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

IV. Division Reports

Executive Director's Report: presented by Tanya Hughes, Executive Director

A detailed production report was provided. Updates were reported on all agency operations. The Southwest Region is reporting zero aged inventory. Plans are being put in place for all CARS to be conducted by the Legal Unit; CHRO is culminating the auditor's review; The EEOC National Conference will be held in Cleveland July 17th -21st. The agency-wide training was well received. Our new Diversity and Inclusion program was introduced. Kid's Speak and Kid's Court were successfully done again this year. There was a training by SERC regarding legislative support.

Outreach Report: presented by Cheryl Sharp, Deputy Director

Future Outreach Activities

- Kids Court, June 13, Attendees (75)
- Life after Incarceration Video Project, estimated completion 2018
- Legal Intern Social Justice Summer Symposium, end of July
- EEOC Conference

Outreach Successes

- CT Subcontractors Association, June 13, Attendees (45)
- Minority Construction Council, Attendees (200)
- Diversity Training for Dept. of Labor, June 2
- Agency Wide Staff Training, June 1, Attendees (67)

A detailed report was provided.

Legislative Report: presented by Michelle Dumas Keuler, Commission Counsel

- Legislative session ended June 7, 2017
- Special session to vote on Budget will begin at the end of the month
- CHRO testified on over 55 bills this session and responded to numerous queries for information. Our largest bill, 7303 did not prevail.

V. New Business: N/A

VI. Executive Session

(Requires a two-thirds vote of Commissioners Present and Voting – Staff and Guests Invited to Attend Must Be Noted)

Commissioner Mambruno moved to go into Executive session and was seconded by Commissioner Pestana. The motion was carried by unanimous vote at 2:22 pm.

Invited into Executive session was Tanya Hughes, Cheryl Sharp, Michelle Dumas Keuler, and AAG Emily Melendez. The invite to join executive session was amended to exclude Attorney Dumas-Kueller who exited executive session at 2:25.

Personnel Matter: The Commission's role regarding personnel complaints

VII. Return from Executive Session

Commissioner Pestana made a motion to resume the meeting following Executive session at 3:39 p.m. and it was seconded by Commissioner Mambruno. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

Chair Payne reported regarding the personnel matter, explaining that the commissioners needed clarification regarding the Commission's role in handling personnel complaints. It was agreed that the appropriate course of action was to refer complaints to DOL, which handles all human resources matters for CHRO. There was further discussion resulting in a request to have Neil Griffin, HR Director at DOL attend the July Commission meeting to answer questions on any remaining matters pending before the commission.

Commissioner Mambruno exited the meeting at 4:00 p.m.

VIII. Old Business: N/A

IX. Adjournment

A motion was made by Commissioner Pestana to adjourn the meeting and seconded by Commissioner Norton. The motion to adjourn carried unanimously. The vote was Yes (4), No (0), and Abstentions (0). The meeting ended at 4:27 p.m.

